

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, November 24, 2020 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent:

Others Present: Capt. Sinden, Clerk Zeman, Adm. Geick, Atty. Truman, T. Pinion, W. Peterson, members of the press and others.

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Kolb and carried to approve the minutes of November 10, 2020.

Moved by Petty, seconded by Kent and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS – None.

PUBLIC HEARINGS - The Mayor announced that this is the published date and time to hear public comment concerning:

- Proposed assessments to be levied in the Baraboo Improvement District (BID)

No one spoke and the Mayor closed the public hearing.

- Proposed 2021 City Budget. Adm. Ed Geick presented the highlights of the 2021 Budget.

No one spoke and the Mayor closed the public hearing.

PUBLIC INVITED TO SPEAK – None.

MAYOR'S BUSINESS

The Mayor noted that the quickest and easiest way to see the COVID-19 data affecting Sauk County is by visiting this website: <https://coviddata-saukpublichealth.hub.arcgis.com/>

CONSENT AGENDA

Resolution No. 20-125

THAT the Accounts Payable, in the amount of \$460,663.88 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Moved by Wedekind, seconded by Ellington and carried that the Consent Agenda be approved-9 ayes.

ORDINANCES ON 2ND READING

Moved by Sloan, seconded by Petty and carried unanimously to approve the 2nd reading of **Ordinance No. 2565** revising §7.02(2)(b)2 the Official Traffic Map to provide for No Parking Any Time on; the both sides of Algonquin Drive from Draper Street east approximately 200 feet and on the west side of West Street from a point 150' north of 4th Avenue to a point 205' north of 4th Avenue, a distance of approximately 55 feet.

NEW BUSINESS – RESOLUTIONS

Resolution No. 20-126

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the proposed 2021 BID budget in the amount of \$47,900 and attached hereto is approved, and;
That the following is made a part of the Budget.

1. A reserve, to be known as the Reserve for Public Parking, Acquisition and Infrastructure Improvement Reserve, is established to be funded as follows:

The unspent balance, as determined by appropriate accounting methods, of the funds for each fiscal year as of December 31 of each year, shall be placed in a reserve to be used exclusively for acquisition of land for public parking purposes, lighting, marking, signing, and landscaping of municipal parking lots and sidewalks, acquisition and public placement of receptacles for trash and garbage collection. Funds may be expended for these purposes at any time upon the affirmative vote of any five Directors.

Other than for the foregoing purposes, funds shall be expended from the reserve only on the affirmative vote of three quarters of all of the Directors of the BID.

2. In order to be paid, all bills must be signed by a BID Director or employee prior to being submitted to the Finance Committee.
3. All bills to be paid must be in the hands of the Treasurer no later than noon on the Friday immediately prior to the regular monthly meeting of the BID Board of Directors.
4. All Directors are to be compensated out of the General Administrative Account for the following expenses necessarily incurred: Postage, photocopies at \$.15 per page, mileage at IRS approved rates when authorized in advance by the BID Board of Directors.
5. All BID funds are to be turned in to either the BID Treasurer or the City Treasurer within 72 hours or receipt of the same. If turned in to the City Treasurer, the receipt for same shall be turned in to the BID Treasurer within 72 hours of receiving same.
6. No purchase or an obligation of the BID shall be paid in cash. All such purchases and obligations shall be paid by check issued by the City Treasurer.
7. Any non-budgeted items of income received during a fiscal year shall be placed in the contingency fund for the same year.

Moved by Petty, seconded by Sloan and carried that **Resolution No. 20-126** be approved-9 ayes.

Resolution No. 20-127

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

WHEREAS, the Common Council of the City of Baraboo held a public hearing in the Council Chambers at 7:00 p.m. on the 24th day of November, 2020 for the purpose of hearing all interested persons concerning the preliminary resolution and the report on the proposed assessments to be levied upon property within the District, and the estimated costs of the operating plan for the Business Improvement District, and heard all interested persons who desired to speak at the hearing;

NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

The report pertaining to the proposed assessments and plans, specifications and estimated costs for the Baraboo Business Improvement District is adopted and approved. Payment of the assessments shall be made by assessing the properties benefited as indicated in the Report and that the assessments

shown on the report, representing an exercise of police power, have been determined on a reasonable basis and are hereby confirmed. The assessments are due and payable interest free on or before March 1, 2021 and assessments not paid by September 1, 2021 shall become a delinquent tax against the property as provided by Section 66.60 (15), Wis. Stats.

The City Clerk shall publish the resolution as a Class 1 notice under Chapter 985, Wis. Stats., in the assessment district and a copy of this resolution and a statement of the final assessment against the benefited property shall be mailed to every property owner whose name appears on the assessment roll, whose post office address is known or can with reasonable diligence be ascertained.

Moved by Petty, seconded by Plautz and carried that **Resolution No. 20-127** be approved-9 ayes.

Resolution No. 20-128

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the Alma Waite Budget for 2021 be approved for \$12,726

Moved by Thurow, seconded by Kolb and carried that **Resolution No. 20-128** be approved-9 ayes.

Resolution No. 20-129

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the Airport Budget for 2021 in the amount of \$1,213,249 is hereby approved.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No. 20-129** be approved-9 ayes.

Resolution No. 20-130

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT, the proposed 2021 Sanitary Sewer Budget for the City of Baraboo in the amount of **\$1,680,332** is hereby adopted; and,

BE IT FURTHER RESOLVED, that adoption of said budget establishes the following sewer rates effective beginning the first quarter billing of 2021:

City of Baraboo	* 100 Gallons Usage	\$0.402
Outlying Area:	* 100 Gallons Usage	\$0.270
Surcharge for High Strength:	BOD	\$ 0.45/lb
	S.S.	\$ 0.51/lb
	Phosphorus	\$ 4.00/lb

Quarterly Fixed Meter Charge

5/8"	\$ 8.90		
3/4"	\$ 9.73	4"	\$ 48.36
1"	\$ 11.38	6"	\$ 89.46
1-1/2"	\$ 15.48	8"	\$ 139.20
2"	\$ 20.41	10"	\$ 204.60
3"	\$ 31.92	12"	\$ 270.00

Septage

\$116.72/1000 gallons

Holding Tank			\$ 10.85/1000 gallons
Administration Fee			\$ 15.00/load
Bio Solids	Class A	Utility haul	\$ 22.50/load
		Customer hauls	\$ 0.75/yd.
	Class B		FREE
Digester Solids Treatment			\$ 50.00/100 lbs. of dry solids
BOD Testing			\$ 18.00/sample
S.S. Testing			\$ 12.00/sample
pH Testing			\$ 7.00/sample
Phosphorus Testing			\$ 23.00/sample

Moved by Wedekind, seconded by Plautz and carried that **Resolution No. 20-130** be approved-9 ayes.

Resolution No. 20-131

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the Water Utility Budget for 2021 in the amount of \$ 1,745,564 is hereby approved.

Moved by Petty, seconded by Kolb and carried that **Resolution No. 20-131** be approved-9 ayes.

Resolution No. 20-132

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the Stormwater Utility Budget for 2021 in the amount of \$ 665,340 is hereby approved.

Moved by Sloan, seconded by Wedekind and carried that **Resolution No. 20-132** be approved-9 ayes.

Resolution No. 20-133

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the following 'TIF Funds' budgets for 2021 be hereby approved:

TID #6 (Fund 360): \$1,124,571
TID #7 (Fund 370): \$ 369,072
TID #8 (Fund 380): \$ 311,673
TID #9 (Fund 309): \$ 500,900
TID #10 (Fund 310): \$ 900
TID #11 (Fund 311): \$ 900

Moved by Wedekind, seconded by Sloan and carried that **Resolution No. 20-133** be approved-9 ayes.

Resolution No. 20-134

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the following Funds' budgets for 2021 be hereby approved:

Taxi (Fund 230): \$ 677,236
Street Lighting (Fund 240): \$ 155,584
Park Impact/Development (Fund 250): \$ 41,000
Library Impact Fees (Fund 251): \$ 93,219

Public Safety Impact Fees (Fund 252):	\$	0
Lead LSL Funds (Fund 261):	\$	0
Fire Equipment Replacement (Fund 420):	\$	0
Emergency Management Equipment Fund (Fund 421):	\$	0
Land Development (Fund 460)	:	\$ 50
Capital Equipment Fund (Fund 490):	\$	87,000
Economic Development Fund (Fund 560):	\$	190,000
Liability Insurance (Fund 720)	\$	104,148
Unfunded Pension Liability (Fund 740):	\$	72,000
UW Campus (Fund 800)	\$	120,651
Kuenzi Estate (Fund 830):	\$	1,200
Library Segregated (Fund 850)	\$	655,000
Library Building Fund (Fund 851):	\$	862,029
Park Segregated (Fund 870):	\$	118,000
Ochsner Park House (Fund 890):	\$	0
Firefighters Retirement Fund (Fund 900):	\$	18,700
Friends of The Library (Fund 940)	\$	11,510

Moved by Petty, seconded by Kent and carried that **Resolution No. 20-134** be approved-9 ayes.

Resolution No. 20-135

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

WHEREAS, the proposed 2021 Budget Document appropriates out of the receipts of the City of Baraboo for the year 2021, including monies received from the general property tax levy, to the various Funds shown below, the following amounts:

General Fund (Fund 100):	\$ 13,040,153
Debt Service Fund (Fund 300):	3,146,230
Capital Funds (Fund 430 & 432):	<u>1,033,701</u>
Total of Funds with Levy	<u>\$ 17,220,084</u>

BE IT FURTHER RESOLVED THAT THE Common Council of the City of Baraboo hereby approves and accepts the 2021 Budget in the amount of \$17,220,084 dollars, and;

BE IT FURTHER RESOLVED that there is hereby levied a tax of \$ 8,970,472 on all taxable property within the City of Baraboo as returned by the assessor in the 2020 assessment roll for the uses, and purposes set forth in the 2021 budget. A detail of the levy by Fund follows:

General Fund (Fund 100):	\$ 7,049,194
Debt Service Fund (Fund 300):	1,849,078
Capital Fund (Fund 430):	<u>72,200</u>
Total Levy	<u>\$ 8,970,472</u>

Moved by Kent, seconded by Petty and carried that **Resolution No. 20-135** be approved-9 ayes.

Resolution No. 20-136

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the Interim City Administrator and the City Clerk are hereby authorized to execute on behalf of the City the Agreement between the City of Baraboo and the Baraboo Broadcasting Corporation for 2021 for the amount of \$25,000.

Moved by Petty, seconded by Ellington and carried that **Resolution No. 20-136** be approved-9 ayes.

Resolution No. 20-137

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the Interim City Administrator and the City Clerk are hereby authorized to execute on behalf of the City an Agreement between the City of Baraboo, the Baraboo Community Development Authority ("CDA") and Patrick Cannon for a three year period, beginning January 1, 2021 and expiring December 31, 2023, with a compensation rate of \$7083.33/month to be split between the City and the CDA, contingent upon the CDA also executing the same Agreement.

Moved by Petty, seconded by Sloan and carried that **Resolution No. 20-137** be approved-9 ayes.

ADMINISTRATOR AND COUNCIL COMMENTS

Adm. Geick explained that the recruitment to replace Atty. Truman will be done by creating a recruitment committee. The committee will put together a job description and an advertisement that will be brought back to Finance and Council for review. They will also be responsible for narrowing down the list of applicants and interviews. The process will be overseen by Casey Bradley, the future City Administrator for the City of Baraboo

Mayor Palm thanked the City Staff for their hard work on the 2021 budget.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** October, 2020 – Fire Dept, Treasurer
- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Dennis Thurow Committee Room, #205

November 10, 2020

Members Present: Petty, Sloan

Absent: Kent

Others Present: Mayor Palm, Adm. Geick, Atty Truman, Clerk Zeman, W. Peterson, K. Stieve, T. Pinion

Call to Order –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Petty to approve the minutes of October 27, 2020. Motion carried unanimously. Moved by Sloan, seconded by Petty to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Petty to recommend to Council for approval of the accounts payable for **\$749,681.92**. Motion carried unanimously.
- b) **Fire Dept. Alterations** – Fire Chief Stieve explained that bids were solicited for alterations to the Fire Station to include adding sleeping quarters to the basement and adding a garage door to the Alma Waite Annex. A total of 6 bids were received with a recommendation to accept the lowest bid of \$73,840 from Joe Daniels Construction Company. Moved by Sloan, seconded by Petty to recommend awarding the bid from Joe Daniels Construction Company to Council for action. Motion carried unanimously.
- c) **Taxi Program** – Adm. Geick noted that this is the annual Taxi Grant applications. Moved by Sloan, seconded by Petty to recommend Council authorize applying for the 2021 WisDOT Public Transit Assistance Program (PTAP) and the 2021 Federal Section 5311 Operating and Capital Grant. Motion carried unanimously.
- d) **BID Preliminary Assessment** – The Committee reviewed the BID budget-operating plan and preliminary assessment totaling \$46,900. The public hearing is set for November 24, 2020. Moved by Sloan, seconded by Petty to recommend to Council for action. Motion carried unanimously.
- e) **DNR Assistance Agreement** – W. Peterson explained that they are planning to do a lead service replacement program for 2021; part of this is having authorization to request \$100,000 from the program. The Utilities will send out letters making

homeowners aware of the program and based on response, will then survey the property. Moved by Sloan, seconded by Petty to recommend to Council for action. Motion carried unanimously.

Information Items – None.

Adjournment – Moved by Sloan, seconded by Petty and carried to adjourn at 6:24pm.

Administrative Committee**October 8, 2020**

Present: Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow
Absent: None
Also Present: Finance Director, Cynthia Haggard; Police Captain, Rob Sinden; and City Attorney, Emily Truman.
Citizen Present: None

The meeting was called to order by Chairman John Ellington at 8:00AM CST., with roll call and noting compliance with the Open Meetings Law.

Motion by Thurow to approve the minutes of October 5, 2020, seconded by Kierzek and unanimously carried.

Motion by Thurow to approve the agenda, seconded by Kierzek and unanimously carried.

Consider application for keeping chickens – James Dyer

Sinden commented that both their CSOs said the Dyer's were very cooperative and were probably getting rid of some of the hens. The CSOs don't expect any issues in the future.

Motion to approve the application for keeping chickens for James Dyer by Thurow, seconded by Kierzek and unanimously carried.

Consider change in the "Premises Description" for AL Ringling Brewing Co. Liquor License

Sinden shared a photo of the outdoor area. Ellington commented on how nice it looked.

Motion to approve change in the "Premises Description" for AL Ringling Brewing Co. Liquor License by Thurow, seconded by Kierzek and unanimously carried.

Member comments

The next meeting will be Monday, November 2, 2020 at 8:00AM CST.

Motion to adjourn by Kierzek, seconded by Thurow and unanimously carried. Meeting adjourned at 8:06AM CST.

Baraboo BID Meeting Minutes**9/16/20**

Present: Members: B. McDaniel, T. Sloan, S. Fay, T. Wickus, A. Adams, B. Stelling, S. Ramsey Bruner
Others: E. Geick
Absent: Members: S. Sloan, M. Yount

President Fay called the meeting to order at 5:45 PM

Approval of August 2020 minutes: McDaniel/T. Sloan

Adoption of Agenda: McDaniel/T. Sloan

President:	None
Secretary:	None
Treasurer:	None
Appearances:	Baskets keep falling and being replaced; approved budget
Business Development:	Annual Meeting last week, budget approved; Low attendance at prior social media session; Final session upcoming
Finance:	None
Parking:	Approved budget
Promotions:	Moved to change a line-item in 2020 budget, for Christmas Light Parade, \$3,000 to be moved to Image Advertising; to be on October BID board agenda; ~\$2,600 remaining in budget unassigned

Old Business:

- Bylaw update from Ed
- Discussion of committee requirements
 - Each member must be on 2 subcommittees

New Business:

- Approval of Vouchers
 - Deppe; Additional watering
 - \$2280.00
 - Promotions; Billboard
 - \$209.64
 - Motion to approve: Wickus/ McDaniel
 - Unanimous approval
- Review committees
 - McDaniel added by President Fay to Business Development and Promotions committees
 - T. Sloan added by President Fay to Finance Committee
- Present and approve new bylaws
 - Motion to approve: Stelling/McDaniel
 - Unanimous approval
- Present and approve 2021 budget
 - Promotions
 - Committee recommended \$20,500
 - Same as 2020
 - \$900 removed from Image Advertising Campaign line-item
 - Board reduced total by \$900 to \$19,600
 - Business development
 - Committee recommended \$3250
 - Same as 2020
 - Parking lot development
 - Committee recommended \$1500
 - Same as 2020
 - Administrative
 - Lump sum set by City, changed in bylaws, to change Accounting Services line-item to \$1700
 - Accounting Services, Line 390-69-56700-219-000, increased from \$800 to \$1700
 - Discussion of supplies line versus accounting services operating line
 - Board increased total to \$4550
 - Appearance/Banners
 - Committee recommended \$19,000
 - Hanging Flower Baskets line-item increased to \$9000
 - Other line-item reduced to \$2000
 - Total remained same as 2020
 - Total budget
 - Remains the same
 - Changes between committee budgets
 - Motion to move \$900 from Image Adv Campaign in Promotions budget to Accounting Services in Administrative budget
 - Wickus/McDaniel
 - Unanimous approval
 - Motion to approve the BID budget as a whole
 - T. Sloan/McDaniel
 - Unanimous approval

Next Meeting:

- Promotions committee 2020 budget line-item changes; \$3,000 to be moved from Christmas Light Parade to Image Advertising

Motion to adjourn at 6:19 PM by Wickus/McDaniel, passed unanimously.

Baraboo BID Meeting Minutes**10/21/20**

Present:

Members: B. McDaniel, S. Sloan, T. Sloan, S. Fay, T. Wickus, A. Adams, B. Stelling

Absent:

Members: M. Yount, S. Ramsey Brunker

President Fay called the meeting to order at 5:49 PM

Approval of September 2020 minutes: S. Sloan/McDaniel, unanimous

Adoption of Agenda: S. Sloan/McDaniel, unanimous

President: Light parade cancelled; Fair on the Square went well; Parking lot mural turned out well; Paintings in the civic center have turned out well; Downtown appears to be maintaining economic health

Secretary: None

Treasurer: Vouchers prepared

Appearances: Planter inserts are prepared; Nothing new for small planters; New bows may be necessary;

Business Development: Photography class, attendance of approximately 10; Meeting was cancelled, to be rescheduled, regarding use of next year's budget

Finance: None

Parking: Weeds sprayed

Promotions: None, except the item in New Business, below

Old Business:

- None

New Business:

- Promotions Committee: Motion to move \$3,000 from light parade to image advertising
 - Motion by Wickus/McDaniel, unanimous
- BID assessment list
- Approval of Vouchers
 - Williams Lawn Care LLC
 - \$675.00
 - Capital Newspapers
 - \$344
 - Creek Truck Centers
 - \$1400
 - Steph Photography
 - \$250
 - Impact Marketing
 - \$2000
 - (Impact Marketing; Tabled for discussion with L. Steffes)
 - \$1250
 - Amy Schertz; Fall Planters
 - \$443.56
 - Total for approval: \$5,112.56
 - Motion to approve: S. Sloan/McDaniel

Next Meeting:

- None

Motion to adjourn at 6:26 PM by Wickus/McDaniel, passed unanimously.

Minutes of the Public Safety Committee Meeting

October 5, 2020

Members Present: Phil Wedekind and Tom Kolb. Mike Plautz was absent. **Others Present:** Mike Palm, Rob Sinden, Kevin Stieve, Emily Truman, Tom Pinion, Wade Peterson, John Rago, and Tony Gilman.

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Wedekind to approve the agenda as posted. Motion carried unanimously. It was moved by Kolb, seconded by Wedekind to approve the minutes of the August 31, 2020 meeting. Motion carried unanimously.

New Business

- Consider revising Official Traffic Map to designate one additional handicap parking stall in Downtown Baraboo on the west end of the south side of 4th Avenue between Broadway and Birch Street – Pinion said that the City received a request for a handicap parking stall on the 4th Avenue side of the southeast corner of the intersection of Birch Street and 4th Avenue across from the Library. It was moved by Kolb, seconded by Wedekind to recommend revising the Official Traffic Map to designate one additional handicap-parking stall as requested. Motion carried unanimously.
- Recommend levying Special Assessments in accordance with the Sidewalk Policy for new concrete sidewalk on Draper Street that was installed as part of the 2020 Street Improvements project and part of the 2020 Draper Street Improvements project – Pinion said as part of the street reconstruction project, new sidewalk was installed through several asphalt driveways on Draper Street. In accordance with City Sidewalk Policy, sidewalks are required to be concrete so new concrete sidewalk was installed through these asphalt driveways. He said there were two driveways, one on either side of Draper Street, north of Madison Avenue that were part of the 2020 Street Improvements project and three driveways on the east side of Draper Street south of Madison Avenue that were part of the 2020 Draper Street Improvements project. He said that records indicate that sidewalk existed on both sides of the entire length of Draper Street; therefore, we did not originally plan for any new concrete

sidewalks on either project. Pinion said consequently, the levying of special assessments for the new sidewalk is occurring after-the-fact, but the Sidewalk Policy is clear that all benefitting properties be assessed for new sidewalk that did not previously exist. He said that this is about being fair, other streets that were done this year, concrete sidewalk was installed through asphalt driveways and the owner was assessed the cost. It was moved by Kolb, seconded by Wedekind to recommend levying Special Assessments in accordance with the Sidewalk Policy for new concrete sidewalk on Draper Street installed as part of the 2020 Street Improvements project and part of the 2020 Draper Street Improvements project. Motion carried unanimously.

- c. Review and approve proposed Lease Agreement with BDAS for a portion of the Fire Department building at 135 4th Street, contingent upon formal approval of the Baraboo District Ambulance Commission – Caleb Johnson said that draft lease agreement went before the BDAS Transition Committee where several revisions were requested by the City of Baraboo, and those corrections are shown in the draft agreement in the Committee packet. He said that the BDAS Commission is seeking those corrections be approved here and then be brought back to the BDAS Commission in October. Attorney Truman said that both parties are adequately protected and the agreement is good for both parties. Kolb moved, Wedekind seconded to approve the proposed Lease Agreement with BDAS. Motion carried unanimously.
- d. Review and approve request to reserve eight designated parking spaces in the Municipal Parking Lot located on the southwest quadrant of the intersection of 5th & Ash Streets for BDAS – Caleb Johnson said that formally BDAS had three designated parking stalls on the west side of the Alma Waite building, those signs have been removed and they currently have not designated parking stalls for staff. He said that the request is for their 24-hour staff that eight parking stalls be dedicated because they are currently subject to parking violations if they are parked there longer than 24 hours. Kolb moved, Wedekind seconded to forward the request to reserve eight designated parking spaces in the Municipal Parking located on the southwest quadrant of the intersection of 5th & Ash Street for BDAS to Council with a positive recommendation. Motion carried unanimously.
- e. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for September, 2020 – It was moved by Kolb, seconded by Wedekind to approve the monthly billing adjustments/credits for Sewer and Water Customers for September, 2020. Motion carried unanimously. It was moved by Kolb, seconded by Wedekind to approval the monthly Billing Adjustments/Credits for Sewer and Water Customers for September 2020. Motion carried unanimously.

Informational Items

- a. Discuss opportunity to apply for a new lead Service Line Replacement grant – Peterson said that they just finished the last grant, which was a 3-year program. He said in 2021 the DNR and the EPA have a new one-year grant with \$63,000,000 for the State. He said that the grant would help homeowners; however, the Utility could not afford the cost of their side. He said that the Utility would have to take out a significant loan, or stay with the 20 or so that they have been doing and then ask for \$100,000 for the homeowner. Kolb asked if the Utility borrowed to do the 20. Peterson said that the Utility has the money in the budget to do the 20 per year. Peterson said that there is approximately 600, if they wanted to do 200, at approximately \$4,000, or \$800,000 every two months, so approximately \$2,000,000 would have to be applied for to pay for the Utility side. He said in the circumstances that we are in, not knowing what the rates are going to go to, but it would be shame to pass up the homeowner's side money to help them. Kolb said that he feeling is as long as we have money budgeted for 20, at least take advantage of that.

Reports

- a. Utility Superintendent's Report
 - i. Staffing updates – No new staffing updates to report.
 - ii. Project updates – Peterson highlighted on some of the projects the department will be doing on both Water and Wastewater side. He said the utility is busy; they are digging up the water valve on 12th and Elizabeth. He said there is one more lead service to do for the rest of the year.
 - iii. Water Rate Study – Peterson said what is projected now is to have no rate increase in 2021, and if that were the case, more money would have to be taken out of our own funds to have a balanced budget. He said that if the Committee were inclined to do a rate increase on the sewer starting January 1, he would suggest doing the 20% on the fixed rate portion, which would equate to approximately a 3% sewer rate increase. He said the gamble is on the Water Utility with the Public Service Commission. He said that he could guarantee that they will not have a new rate by January, 50/50 chance by April 1, and he hopes that they will have one by July 1.
 - iv. Highlights of the preliminary 2021 Budget – He said that one thing that he would like to discuss is that the City may impose or suggest to balance the budget is to move Public Fire Protection off the City tax roll and put in on to the utility bill. Therefore, it may be possible that they ask the Utility to pick up \$284,000 and put it on utility. He said when they did the PSC analysis, that number was thrown in just to see what would change from that 53%, and it adds another 25%. He said that another thing that this might do is make the utility bill so large that the billing may have to go monthly instead of quarterly.
- b. Street Superintendent's Report
 - i. Staffing Updates – Gilman said that the department is continuing with a split shift until they feel the COVID situation has quelled to the point they can safely resume previous daily work schedule.
 - ii. Equipment Updates – Gilman said that the budgeted 2020-route truck has been pushed back to March of 2021. He said that he has begun soliciting quotes for scheduled 2021 equipment purchased and has been told to expect an average of 3% increase. He said he is pursuing placing orders for 2021 equipment in 2020 to avoid the pricing increase.
 - iii. Monthly Report on Public Works Department – Gilman said the crews have completed the majority of 2020 scheduled asphalt and concrete repairs. He said that he hopes to start 8th Street/Hwy. 33 on Monday, October 12. He

said crack sealing began the 2nd week in August with 12 pallets; the department is down to four and will continue until stock is depleted. Gilman said the department has been prepping for fall leaf collection, which is scheduled to begin on Monday, October 19.

- iv. Highlights of the preliminary 2021 Budget - No report.
- c. Police Chief's Report
- i. Update on COVID 19 police response – Sinden said that the most pressing conversation that needs to happen is in regards to Halloween. He said that he does not know if there is a lot the City can do about it. John Rago led a discussion regarding the possibility of a drive-thru COVID testing at the City Service Center with the winter coming was discussed.
 - ii. Staffing Update – Sinden said that the department is currently three positions short, one patrol, one detective, and one administrative assistant. He said the priority position to fill is the patrolman; hopefully the position will be filled on October 26, which would fill, at least temporarily the patrol positions. He said he has had some correspondence with Nick Defiel, who might be leaving the first week in January, so interviews will be continuing so if Nick decides to leave, someone would be ready to go for a contingent offer.
 - iii. Case/Response Update – Sinden said the number of case responses that have increased is the welfare checks. He said that COVID has not been psychologically positive for most of the City's constituents.
 - iv. Highlights of the preliminary 2021 Budget – Sinden said that there are couple patrol vehicles and one detective's vehicle that need to be replaced.
- d. Fire Chief's Report
- i. Monthly Incident Report – Stieve said that the department is a little under 8% ahead for calls from last year, 284 last year, compared to 306 this year.
 - ii. Operations Study update – Stieve gave the Committee a handout to review. He said that the department limited staffing during the Stay At Home Order. He said that the department has started the Officer in Charge Program.
 - iii. Building Remodel Update – Stieve laid out the Plans for the Committee to review.
 - iv. Staffing Update – Stieve said that two were hired in August, and three in September.
 - v. Highlights of the preliminary 2021 Budget – No report.

ADJOURNMENT – It was moved by Kolb, seconded by Wedekind to adjourn at 1:44 p.m. Motion carried.

Baraboo Economic Development Commission Meeting Minutes

October 8, 2020

I. Call Meeting to Order and Note Compliance with Open Meeting Law

Meeting was cancelled due to lack of quorum.

• **Copies of these meeting minutes are on file in the Clerk's office:**

Public Arts.....	9-24-2020	PFC.....	10-19-2020, 11-12-2020
Park & Recreation.....	10-5-2020	CDA.....	10-6-2020
Ambulance....	9-23-2020, 10-5-2020		

• **Petitions & Correspondence Being Referred:** None.

ADJOURNMENT

Moved by Kolb, seconded by Wedekind, and carried unanimously that the meeting adjourn at 7:32pm.

Brenda Zeman, City Clerk